



## Development Services Department Demolition Permit Checklist & IBC Requirements

Application accepted by \_\_\_\_\_ Date \_\_\_\_\_

**Type of Review Required:**

- ☐ HPZ REVIEW – DEMOLITION
- ☐ HISTORIC CORE REVIEW - DEMOLITION
- ☐ NONHISTORIC DEMOLITION REVIEW ONLY
- ☐ ON SITE REVIEW FOR ACCESSORY STRUCTURE(S)

### Demolition Permit Application

- ☐ Address of the property \_\_\_\_\_
- ☐ The date of initial construction \_\_\_\_\_
- ☐ Date(s) of any substantial additions or alterations to the structure \_\_\_\_\_

YES\_\_\_\_, NO\_\_\_\_ Is the property within a Historic Preservation Zone? \*

YES\_\_\_\_, NO\_\_\_\_ Is the property within the Historic Central Core and wholly or partially more than forty-five (45) years old? \*\*

YES\_\_\_\_, NO\_\_\_\_ Is this the total demolition of all structures on site or a partial demolition of 50 percent or more of an existing structure on site? \*\*

YES\_\_\_\_, NO\_\_\_\_ Is this demolition of less than 50 percent of the existing structure in conjunction with a remodeling, alteration, or repair of a structure for which a combination permit is required? \*\*\*

YES\_\_\_\_, NO\_\_\_\_ Is this a demolition of a structure less than 120 square feet in area or a wall? \*\*\*\*

- ☐ Owner of the property  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

- ☐ Person or company responsible for the demolition  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_



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- ☐ Description of the principal use of the structure or the last use permitted by a certificate of occupancy for the structure\_\_\_\_\_
- ☐ A statement of the reason for demolition  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- ☐ The estimated date for completion of the demolition \_\_\_\_\_
- ☐ Description of the provisions to ensure that all building debris, trash, junk, dead organic materials, rodent harborage, combustible material, and any other material that may constitute a threat to public health and safety will be removed from the site no later than thirty (30) days after demolition  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- ☐ A description of how the property will be stabilized following demolition in a manner that will provide protection from safety and environmental hazards, including stabilization of the soil to prevent erosion or dust.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- ☐ A revised site plan showing the property after demolition of the structure (Attach to Application)
- ☐ Documentation that the disconnection and capping of all utilities has been provided for following demolition (Attach to Application)
- ☐ Description of the safeguards to be provided to protect the public during and following demolition, including documentation of the treatment of asbestos by submitting a copy of the form provided to Pima County Department of Environmental



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control titled Demolition/renovation asbestos NESHAP exemption. The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by this chapter (Attach Copy to Application)

- \* YES requires Historic Preservation Zone (HPZ) review.
- \*\* YES on both \*\* requires Historic Central Core review.
- \*\*\* YES no demolition permit required if on combination permit.
- \*\*\*\* YES demolition permit plus on-site review only.

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**By submitting an application for demolition to the City of Tucson, the applicant acknowledges the following City of Tucson Amendments to the 2006 International Building Code requirements for demolition in the City of Tucson:**

**Section 3303.2 Notice.** At least fifteen (15) days prior to the start of demolition, the applicant shall provide notice to the adjacent property owners of the proposed demolition. Confirmation of the notice may be submitted with the application.

**Section 3303.4 Finished Site Requirements.** No later than thirty (30) days following demolition, all building debris, trash, junk, dead organic materials, rodent harborage, combustible material, and any other material that may constitute a threat to public health and safety will be removed from the site and the site shall be stabilized to provide protection from safety and environmental hazards, including stabilization of the soil to prevent erosion or dust.

**Section 3303.6 Utility disconnections.** Prior to the demolition, the applicant shall demonstrate to the satisfaction of the Building Official, that all necessary utility disconnections have been arranged and that necessary provisions have been made to ensure the safety of the property.

**Section 3303.7 Demolition in the Historic Central Core.** Any demolition of a building, structure or building service that is wholly or partially more than forty-five (45) years old within the area that comprised the city limits for the City of Tucson as of October 6, 1953, the "Historic Central Core", shall be reviewed to determine whether the building, structure or building service provides historic or architectural resources in its original setting, placement and appearance that is important to the preservation of the history of the City's development and character as provided in this section.

1. Statement of historic and architectural features and context. A survey shall be prepared of the properties within 300 feet of the proposed demolition to establish the historical and architectural features and context for the area. The survey shall



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included the date of construction for the structure to be demolished and structures in the survey area, any common architectural features, designs or attributes, any historical events which occurred in the survey area, or whether there are any homes of historic figures in the survey area. The survey may be prepared by the applicant and submitted with the application. The City may accept the survey, request additional information or conduct its own survey prior to acceptance of the application.

2. Applications shall be reviewed by the Plans Review Subcommittee of the Tucson/Pima County Historical Commission, which shall provide a recommendation on whether the proposed demolition has any impact on the history
3. and architecture of the Historic Central Core. The Plans Review Subcommittee of the Tucson/Pima County Historical Commission shall make its recommendation no later than thirty (30) days after the application is accepted by the City unless the applicant agrees to additional time for its consideration.
4. Within thirty (30) days of the recommendation from the Plans Review Subcommittee of the Tucson Pima County Historical Commission, the Building Official shall decide whether to approve the demolition permit subject to the following:
  - A. The Building Official may delay the demolition for no more than 90 days in order to document important historical features.
  - B. The Building Official may delay the demolition for no more than 180 days for significant historical structures to provide the City with time to preserve the structure either by purchasing or arranging the purchase of the property or structure.
5. Compliance with the provisions of Sec. 2.8.8.7 or Sec. 2.8.10.7 of the Land Use Code will satisfy the requirements of this section.

**Section 3303.8 Bond.** The Building Official may require a bond to be posted in an amount sufficient to insure that the site will be stabilized following the demolition.



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### Demolition Process

